



“Professionalism, Respect, Integrity, Dedication and Excellence “

COLLEGE OF SOUTHERN NEVADA DEPARTMENT OF PUBLIC SAFETY - CAMPUS VEHICULAR AND PEDESTRIAN TRAFFIC REGULATION			
INSTRUCTION NO: LOCAL OPERATION ORDER #5	DATE ISSUED: 11-04	DATE EFFECTIVE: 11-04	REVISION NO: 1
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I. PURPOSE:

This instruction prescribes the parking and traffic regulations for all College of Southern Nevada campus property. The word "campus", as used in these regulations, shall be construed to include all property under the supervision of the College of Southern Nevada (CSN). This policy has been established and published by the CSN Department of Public Safety and Police Services (CSN DPSPS) and approved by the College President. This instruction has been formulated within the scope and intent for the effective administration of campus public safety operation. Failure to comply with this policy, instructions and guidelines may result in a recommendation to appropriate college officials, that disciplinary and/or administrative charges be filed.

II. POLICY:

These rules and regulations have been formulated and approved to best utilize roadways and parking areas for the benefit of CSN students, faculty, staff, and visitors; to ensure access at all times for police, ambulances and firefighting equipment. It is also meant to protect all persons on the campus from injury by vehicles. Please realize that the operation of a motor vehicle or bicycle on CSN property is a privilege granted by the College administration and is not an inherent right of any student, faculty or staff member, or visitor and can be denied or revoked for cause at any time. The College recognizes that the automobile is often necessary for convenient transportation to and from campus and attempts to provide parking spaces for students, faculty, staff, and visitors. **Parking rules and regulations are in effect 24 hours every day. Vehicles parked in violation of any of the following rules are subject to ticketing and towing without notification at owner's expense, in accordance with NRS 487.038 [Removal of vehicles parked in unauthorized manner on private property]. Violators shall be subject to towing and/or storage charges assessed.**

Please read all signs posted at lot entrances and throughout the campuses. The college assumes no responsibility for security of vehicles or their contents while parked on campus.

III. ENFORCEMENT:

It is the responsibility of the Chief of Public Safety or his designee to address any violations of this policy and to implement the appropriate enforcement option. The Chief of Public Safety will make every reasonable effort to notify the President or his designee, and the respective Chief Campus Administrators before towing any vehicle off campus property. Officer assigned to the CSN DPSPS are authorized to enforce these Parking and Traffic Regulations. The officers have the additional duty to enforce Federal, State, and County

laws on all College property, in accordance with the provisions of NRS 396.325. Any violations observed by officers assigned to the CSN DPSPS will be reported to the senior public safety official on duty. The violation and any action taken will be noted in the CSN Department of Public Safety Central Dispatch Logbook/Daily Activity Report.

IV. PARKING SPACE AVAILABILITY:

Typically, parking is more difficult in the first two weeks of classes. CSN does not guarantee anyone a parking space. Parking is strictly on a first-come, first-served basis, so remember to arrive on campus as early as possible, especially during the first two weeks of each semester. There is no formal "grace" period. Parking and Traffic regulations are subject to enforcement as of the first day of any academic session. The College reserves the right to close any parking area or roadway for reasons of repair, safety, and other instances as needed. **Vehicles parked within such areas closed by barricades, signs, or notifications are subject to towing at owner's expense.**

V. TRAFFIC AND PARKING REGULATIONS:

SECTION A: General

1. The purpose of these regulations is to inform all individuals of the policies regarding use of vehicles at the college and to establish uniform regulations.
2. The following regulations govern the use and movement of vehicles on CSN campuses, Las Vegas in accordance with the provisions of NRS 396.110 and NRS 396.435. Nevada State law and Clark County Codes governing the movement, operation, and parking of motor vehicles shall apply on College property. These regulations and laws are enforceable 24 hours per day throughout the calendar year.

SECTION B: Definitions

1. Vehicle is defined as any mechanical device designed and/or used for the transportation of persons or cargo.
2. Operator is defined as the person in control of the vehicle when in motion or at the time it was most recently stopped or parked.
3. Violation is any action contrary to the policies established in this code.
4. Loading zone is defined as a temporary parking space to be used solely for loading and unloading either passengers or cargo.

SECTION C: Vehicle Registration

1. All motor driven vehicles must be currently registered under the laws of the state of residence of the owner of the vehicle.
2. Non-motor driven vehicles do not presently require registration by other governmental agencies.

SECTION D: Vehicle Use

1. **Speed Limit:** No person shall drive or otherwise operate a vehicle on the campus at a rate of speed which is excessive for the conditions of traffic or weather, nor at any time at a speed exceeding **FIFTEEN MILES PER HOUR**, or as posted.
2. **Reckless Driving:** No person shall drive or otherwise operate a vehicle on campus in a reckless or otherwise careless manner which endangers life or property. Drivers must yield to pedestrians in the crosswalk.
3. **Intoxicated Persons:** No person shall be in or about a vehicle on the college campus while either intoxicated or under the influence of drugs or intoxicating liquors.
4. **Driver's License and State Registration Certificate:** No person shall operate a motor vehicle on the college campus without being the holder of a valid operator's license and without appropriate state vehicle registration papers.
5. **Bicycles on Campus:** Bicycles used on campus must be ridden and parked, with -due regard, for the safety of pedestrians. Parking racks must be used. In no event may bicycles and vehicles be parked or driven on pedestrian ramps to buildings, or in buildings.
6. **Mopeds:** It is encouraged, that where available, mopeds should park in areas designated for Motorcycles. Mopeds will not be operated on campus sidewalks or walkways.
7. **Motorcycles:** It is encouraged, that where available, motorcycles should park in areas designated for them. Motorcycles will not be operated on campus sidewalks or walkways.
8. **Construction on Campus:** During construction projects, vehicles will not interfere with the movement of contractor equipment or be stopped near excavations or construction sites.
9. **Vehicles Not Moved Within Four Days:** Any vehicle which has not been moved for four consecutive days in an authorized parking space, will be considered abandoned and may be towed at the owner's expense.
10. **Vehicles Shall Be Kept In Good Working Order:** Vehicles traveling or parking on campus shall be kept in good working order, so as not to leak hazardous materials such as, gasoline, oil, diesel, or anti-freeze on inner campus roadways, walkways, or sidewalks.
11. **Accidents:** Any accident involving a vehicle, no matter how minor, will be reported to the CSN Security and Public Safety department.

SECTION E: VEHICLE PARKING REGULATIONS

1. **Child Care Loading and Unload Parking Area Time Limit (15 Minutes).** Vehicles parked at the Campus Child Care Center for the purpose of loading or unloading children are restricted to a fifteen (15) minute time limit. Permission to load and unload vehicles is granted with the understanding that this is not

permission to park in the designated area, but for the purpose of **actively** loading and unloading children from a vehicle. ***Any vehicle that exceeds the maximum time limit for loading and unloading will be subject to a parking citation and tow.***

2. **NOTES:** Notes of explanation left on vehicles to avoid citations or tow will not be honored.
3. **Intersections.** No vehicle shall be parked on the street within twenty-five (25) feet of an intersection or any paved or unpaved roadway on the College campus.
4. **Crosswalks.** No vehicle shall be parked on any marked or otherwise indicated crosswalk, on the college campus. Drivers must yield to pedestrians in the crosswalk.
5. **Sidewalks.** No vehicle shall be driven upon or parked on any paved or unpaved sidewalk with the exception of college maintenance and public safety golf carts.
6. **Lawns.** No vehicle shall be driven upon or parked on any lawn or planted area on the college campus with the exception of college maintenance and public safety golf carts.
7. **Fire Hydrants.** No vehicle shall be parked within fifteen (15) feet of any fire hydrant or fire alarm box on the college campus.
8. **Driveways.** No vehicle shall be parked in or across any driveway, whether paved or unpaved, on the college campus.
9. **Excavations.** No vehicle shall be parked to interfere or impede construction equipment or prohibit the movement of authorized construction, or be parked in construction areas without proper authorization and permits.
10. **Double Parking.** No vehicle shall be parked or allowed to stand upon a street or other traveled way on the roadway side of another vehicle which is lawfully parked at the curb of said street or traveled way.
11. **Obstruction of Traffic.** No vehicle shall be parked in a lane of traffic so as to obstruct such traffic, nor shall any other action be taken which will impede the smooth and steady flow of traffic.
12. **Entrances to Buildings.** No vehicle shall be parked in a manner so as to block the entrance to any building or so as to impede the easy access to such building for emergency, handicapped and service vehicles.
13. **Large Vehicles and Campers.** Vehicles more than twenty-one (21) feet in length may be required to park in areas especially designated by the CSN DPS. It shall be the responsibility of the driver of such a vehicle to contact the CSN DPS for parking instructions prior to arrival on campus.
14. **Parallel Parking.** No vehicle shall be parked on the campus on a roadway other than parallel with the edge of the roadway, headed in the direction of traffic, except in those areas which are specifically marked otherwise.

15. **Parking within Markers.** No vehicle shall be parked in such a manner that it is on or overlaps any parking lines which are marked on the surface of the parking lots or designated areas or any street to roadway.
16. **Disabled Vehicles:** Disabled vehicles not reported to the CSN DPS will be towed from campus property at the owner's expense. Disabled vehicles should not obstruct traffic or endanger safety and must be moved within 24 hours. If parked beyond 24 hours without specific permission from the college, the disabled vehicle will be towed.
17. **Illegally Parked and Towed Vehicles:** If your vehicle is towed, the driver will be responsible for any fee incurred. You may contact the appropriate CSN Public Safety Office at the respective campus location for company information. If the vehicle has been towed, the driver of the vehicle must contact the towing company. If you have any questions concerning parking, do not hesitate to contact the CSN Department of Public Safety and Police Services (702-651-5737).

Section F: Vehicle Parking Other Than Handicapped

1. Specific signage to indicate reserved parking for handicapped, state vehicles and others as designated has been posted in accordance with state and local regulations at each of the CSN campuses by signs. All other spaces are available to everyone on a first-come basis. A space may not be reserved by any individual who is temporarily absent from the campus during working hours.
2. Vehicles **will be subject to tow at the owner's expense** to include, but not limited to, the following instances:
 - a. vehicles parked in clearly marked "NO PARKING " areas,
 - b. adjacent "RED" painted **Fire Lanes** and curbs,
 - c. adjacent any roadway or travelway edge shoulder or curb,
 - d. "LOADING ZONES" and loading dock areas,
 - e. reserved spaces, which require parking pass issued by the college marked: **"CSN SPECIAL PERMIT PARKING ONLY"**
 - f. when the parked vehicle impedes the operation of the facility or compromises the safety of the facility or persons,
 - g. behind barricades placed for purpose of closing parking area and travelways,
 - h. in Handicapped spaces without placard properly displayed and
 - i. vehicles parked in any area that is not asphalt or concrete paved unless specifically signed for parking.

3. **Vehicles may not be parked within fifteen feet of a fire hydrant or traffic way intersection for any reason.**
4. Vehicles **must** be parked inside designated paved spaces.
5. Parking on slopes and trafficway shoulders is prohibited.
6. Observe all signage.

SECTION VI: Handicapped Parking

1. Handicapped parking spaces are designated near each major building entrance. The number of handicapped spaces will be adjusted to meet parking demands and to comply with laws and regulations.
2. Handicapped persons requiring parking on campus must have a valid State Handicapped license plate or portable handicapped plate issued by the Nevada Department of Motor Vehicles. Any other vehicle in these spaces is subject to citation by the local police department.
3. Handicapped parking restrictions are in effect at all times.

SECTION VII: Administration, Penalties and Violations

1. This traffic code is subject to review and approval by the President of the College of Southern Nevada and is enforced by local law enforcement and the CSN Department of Public Safety and Police Services.
2. Any student or employee who violates or parks any vehicle on the campus other than in strict compliance with these Parking and Traffic regulations, shall be considered in violation thereof and shall be subject to all fees and procedures as outlined in the policy. Violators of these parking and traffic regulations will be subject to citations by the appropriate law enforcement agency.
3. Violations of the state traffic laws will result in the issuance of state citations which will be referred to the proper authorities or the courts for appropriate action.
4. Towing or immobilization will be authorized by the Chief of Public Safety or his designee for emergency situations, operational interference, offenders in handicapped parking areas or in the case of repeat offenders.
5. The responsibility for finding a legal parking space rests with the motor vehicle operator. Lack of space is not considered valid justification for violation of CSN parking regulations.

Approved By: _____
Dr. Richard G. Carpenter, President

Date: _____